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*Agency Proposal*  
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6 September 1983

REFERENCE: The Design and Development of a CIA Supplemental Retirement Plan or Plans for Coverage of New Hires After 31 Dec 1983

Considerations for Organizing the Effort

Initial Actions

Establish OP as the Office of responsibility for oversight and focal point for Agency efforts relative to developing a supplemental plan or plans for coverage of new employees.

OP establish a Task Group directed and chaired by DD/Pers to assure coordination of effort, and solicitation and/or tasking of input from members of the Task Group. Members should be selected on the basis of shared responsibility for certain aspects of actions relative to the project

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[redacted] and members selected on the basis of specific input that they might contribute [redacted] O/Comptroller, DD/Pers/SP, Chief RAD/OP). The Task Group would meet at DD/Pers discretion with attendance of selected members or the full group as the situation requires. Members of the Task Group will keep DD/Pers informed on the status of action on any tasks under their areas of responsibility.

OP establish a Project Working Group (PWG) under the supervision of the DD/Pers/SP to conduct research and undertake the work relative to the design and development of proposed supplemental plan(s). This working Group should initially consist of at least one full-time staff officer and part-time services of a typist. As work load increases, a second

officer and full-time services of a typist will probably be required. On an ad hoc basis, the Chief, R/D and/or members of the Division would participate and provide technical input when required. The two independent contractors  would assist DD/Pers/SP and the working group on an intermittent basis as needed and as available.

Identify appropriate office space at Hqs. for use by Mr. Husted (Hay Associates), the full-time OP officer assigned to the project, and the part-time typist.

#### Basic Tasks

OLL will provide DD/Pers/SP with copies of all bills under Congressional review and information as available on Congressional studies, hearings, testimonies, etc. on retirement/Social Security matters.

The OP PWG will review, analyze, and prepare commentaries on the primary features of such bills and other actions as to their potential impact.

DD/Pers will designate an OP representative to attend and participate in meetings arranged by OLL or OGC with the staffs of the Senate and House Intelligence Committees when personnel related topics are to be discussed.

The OP PWG will maintain a working relationship with Mr. Ed Husted (Hay Associates) to provide him with reference data as required and to review his periodic draft proposals relative supplemental plans.

OP PWG will research and compare the provisions of current prepared government retirement systems (FBI, Fire Fighters, etc.) which offer special benefits similar to current CIARDS.

The OP PWG will continue to develop the concepts and provisions of a CIA supplemental retirement plan to permit the effective appraisal of proposals produced by Hay Associates.

OP PWG will continue to refine and expand the Agency's documentation and data needed to stimulate future Congressional and the Administration's support for CIA proposals for a supplemental retirement plan that meets the Agency's special personnel management and employee requirements.

DD/Pers/SP will establish internal reporting mechanisms to DD/Pers to keep top management informed on current status of action on all facets of the project.